

PURPOSE

To establish guidelines for building evacuations.

PROCEDURE

1. **Evacuate persons in the greatest danger first.**
 - A. Those in the immediate area of a fire.
 - B. Those above the immediate area of a fire.
2. **Assign specific areas for evacuation.**

Companies should be assigned, according to priorities, to specific divisions or groups to evacuate and report "All Clear".
3. **Identify safe evacuation routes.**
 - A. Companies may have to be assigned to keep the evacuation routes safe (e.g., with protective lines, ventilation, etc.).
 - B. Normal means of egress will be utilized first and include halls, stairs, elevators, etc.
 - C. Secondary means of egress include aerial ladders, ground ladders, fire escapes, etc.
 - D. If the evacuation route is unsafe, consider leaving occupants where they are until conditions improve.
4. **Identify evacuation stairwells.**

In multi-story buildings it may be necessary to designate one stairway to be used for evacuation while another is used for firefighting and/or ventilation.
5. **Evacuate to a safe location.**
 - A. Move evacuees to a location out of danger, but not further than is practical.
 - B. In a multi-story building – two or three floors below the fire is usually adequate.
 - C. If possible have a responsible party (firefighter, police officer or staff representative from the complex) stay with evacuees.

6. **Authority to evacuate.**
 - A. Command may **order** occupants to evacuate if there is a significant danger.
 - B. This does not apply to bomb threat situations, which are under police jurisdiction.

KEY CONSIDERATIONS

- The commitment of companies should be sufficient to provide for non-ambulatory evacuees and those needing physical assistance.
- Consider shelter in place